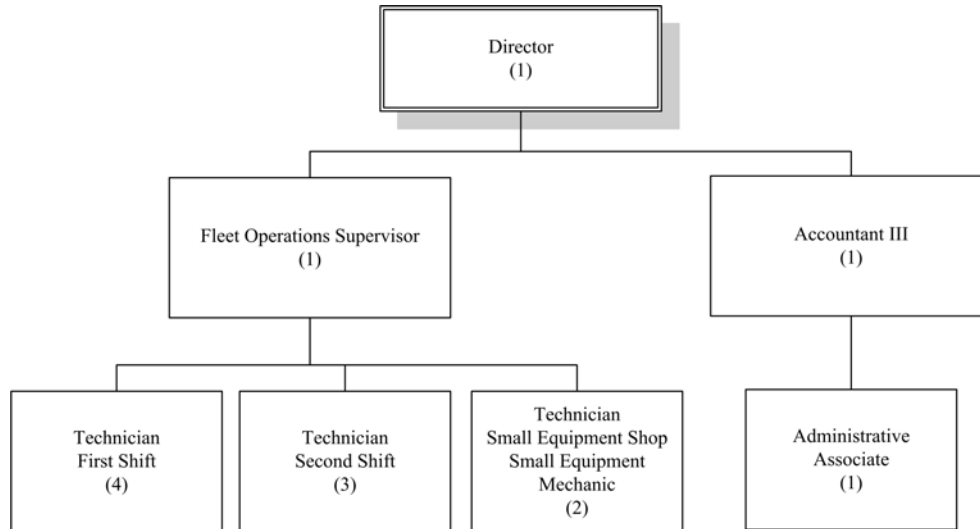




## FLEET SERVICES





***Fleet Services.*** Provides a full spectrum of fleet related services for all City vehicle and small engine equipment customers. These services include vehicle and small engine equipment acquisition and replacement planning, fueling, preventive and routine maintenance. The Department oversees all fueling services within the City and the maintenance and automotive stores facilities within the Public Works complex at 1650 Memorial Avenue.



	Actual FY 2003	Adopted FY 2004	Department Requested FY 2005	Manager's Proposed FY 2005	Adopted FY 2005
<b>POSITION SUMMARY</b>					
<b>Total FTE Positions</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>FUND SUMMARY</b>					
<b>BEGINNING FUNDS</b>	<b>\$1,359,316</b>	<b>\$455,475</b>	<b>\$478,271</b>	<b>\$478,271</b>	<b>\$478,271</b>
<b>REVENUES</b>					
Warehouse Inventory	\$414,401	\$422,122	\$416,605	\$416,605	\$415,953
Fuel Sales	377,825	393,377	525,166	525,166	524,803
Mechanical Work by Vendors	151,681	211,098	213,569	213,569	213,206
Vehicle Administration	203,718	194,210	206,589	206,589	203,878
Labor Sales	472,824	452,024	487,971	487,971	480,050
Bond Proceeds	1,208,800	660,000	650,000	650,000	650,000
Interest on Investments	6,897	0	0	0	0
Miscellaneous	1,053	0	0	0	0
Sale/Salvage of Surplus Property	183,908	40,000	40,000	40,000	40,000
Transfer from General Fund	623,000	657,437	1,057,000	857,000	857,000
Transfer from City/Federal/State Aid Fund	0	0	0	0	0
Transfer From Solid Waste Management Fund	502,713	385,000	229,000	229,000	229,000
Transfer From Water Operating Fund	123,269	161,000	144,000	144,000	144,000
Transfer From Sewer Operating Fund	448,651	297,000	120,000	120,000	120,000
<b>TOTAL REVENUES</b>	<b>\$4,718,741</b>	<b>\$3,873,268</b>	<b>\$4,089,900</b>	<b>\$3,889,900</b>	<b>\$3,877,890</b>
<b>EXPENDITURES</b>					
<i>Salaries</i>	\$421,192	\$498,878	\$471,061	\$471,061	\$471,061
<i>Employee Benefits</i>	120,881	153,512	164,431	164,431	160,759
<i>Contractual Services</i>					
Maintenance and Repair	6,041	10,396	12,543	12,543	12,543
Professional Services	131	0	10,000	10,000	10,000
Temporary Personal Services	0	1,000	1,000	1,000	1,000
Printing and Binding Services	152	0	0	0	0
Advertising and Public Relations Services	555	0	0	0	0
Refuse Disposal, Hazard Waste, Other Services	56,097	75,315	62,695	62,695	62,695
Information Technology	3,870	0	0	0	0
Miscellaneous Supplies	1,126	0	0	0	0
<i>Other Charges</i>					
Supplies and Materials	29,014	25,360	24,300	32,800	32,800
Utilities	20,557	21,000	20,000	20,000	20,000
Travel and Training	20,686	20,500	22,000	22,000	22,000
Telecommunications	2,812	3,286	3,286	3,286	3,286
Postage and Mailing	244	620	620	620	620
Fuel and Inventory Expenses	798,682	880,000	1,004,500	1,004,500	1,004,500
Miscellaneous Other Charges	15,700	1,000	1,000	1,000	1,000
<i>Rentals and Leases</i>	1,169	1,276	1,276	1,276	1,276
<i>Capital Outlay</i>	2,579,524	2,132,500	2,259,500	2,051,000	2,051,000
<i>Nondepartmental</i>					
Employee Benefits	13,586	16,280	18,440	18,440	29,228
Bond Issue Expenses	11,211	0	0	0	0
<i>Debt Service</i>	(13,800)	166,180	209,033	206,658	221,319
<b>TOTAL EXPENSES AND TRANSFERS</b>	<b>\$4,089,432</b>	<b>\$4,007,103</b>	<b>\$4,285,685</b>	<b>\$4,083,310</b>	<b>\$4,105,087</b>
<b>ENDING FUNDS (DESIGNATED)</b>	<b>\$1,988,625</b>	<b>\$321,640</b>	<b>\$282,486</b>	<b>\$284,861</b>	<b>\$251,074</b>

***Fleet Services Fund Operating Budget Description***

The Proposed FY 2005 Fleet Services budget of \$4,083,310 represents a 24.2% decrease of \$1,300,312 as compared to the Amended FY 2004 budget of \$5,383,622.

Significant changes introduced in the Requested FY 2005 budget include:

- ◆ \$75,000 increase in Fuel Purchases reflecting an increase in fuel usage and an increase from \$1.00/gallon to \$1.10/gallon in the budgeted fuel price.
- ◆ \$121,000 increase in Vehicle Replacement reflecting an increase of \$144,000 in Light Vehicles and a decrease of \$23,000 in Heavy Equipment/Vehicles requested for FY 2005.
- ◆ \$1,447,937 decrease in Heavy Equipment/Vehicles for items that have been encumbered in FY 2004 compared to planned purchases for FY 2005.

The Department requested \$4,285,685.

Major items requested not proposed for funding include:

- ◆ \$200,000 reduction in Capital Outlay based on ability to re-evaluate purchases without losing sight of goals.
- ◆ \$2,375 reduction in Debt Service.

The Proposed FY 2005 Fleet Services Budget was adopted with the following changes:

- ◆ \$10,788 increase in Employee Benefits reflecting a two percent general salary increase.
- ◆ \$3,672 decrease reflecting the continuation of the group life insurance premium holiday.
- ◆ \$14,661 increase in Debt Service.